



MOUNTAINS RECREATION & CONSERVATION AUTHORITY
Los Angeles River Center and Gardens
570 West Avenue Twenty-six, Suite 100
Los Angeles, California 90065
Phone (323) 221-9944 Fax (323) 221-9934

MEMORANDUM

DATE: March 25, 2009
TO: Interested Firms
RE: Request for Proposals for Architecture/Engineering/Exhibit Design Services
Santa Monica Mountains National Recreation Area Visitor Center, King Gillette Ranch

Your firm is invited to submit a proposal and qualifications package for review and possible interview for architectural/engineering services relative to the design and construction of a Visitor Center for the Santa Monica Mountains National Recreation Area. The project consists of renovating an existing 6,900-SF stable and 9,300-SF courtyard at King Gillette Ranch, Calabasas into a Visitor Center capable of serving several hundred users on a daily basis.

This RFP consists of this memo and the following attachments:

- 1) Project Information
- 2) Proposal Requirements
- 3) RFP Schedule
- 4) Scope of Work for Architecture/Engineering Consultant
- 5) Scope of Work for Exhibit Design Consultant
- 6) Interpretative Themes and Storylines
- 7) Fee Proposal Summary Form
- 8) NPS Facility Model for Proposed Visitor Center
- 9) Excerpt from *National Register Preliminary Determination of Eligibility* (separate PDF)

An optional site visit will be held on April 7, 2009, 2:00 PM. Located just east of the intersection of Mulholland Hwy and Las Virgenes Road, turn south into the King Gillette Ranch driveway. Take the first right (approximately 800 feet) and park.

Written questions are due April 13, 2009 to bids@mrca.ca.gov. Answers will be posted at www.mrca.ca.gov/projectlisting.html April 16, 2009 by 5:00 PM. It is bidder's responsibility to check website for the Q & A and updates.

Six copies of the proposal package must be received by 4:00 PM on April 23, 2009 at the following address:

Los Angeles River Center and Gardens
570 W. Avenue 26, Suite 100
Los Angeles, CA 90065

Proposals delivered in person should be taken to the reception desk on the 2nd floor of the California Building. Mark packages clearly with "SMMNRA Visitor Center RFP".

Late submittals will not be accepted.

Contact Information: bids@mrca.ca.gov or (323) 221-9944 ext. 216

MRCA Ref. #: 5907-8078

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**Santa Monica Mountains National Recreation Area
Visitor Center, King Gillette Ranch**

Attachment 1 – Project Information

CLIENT

Mountains Recreation and Conservation Authority
570 West Avenue 26, Suite 100
Los Angeles, CA 90065

PROJECT ADDRESS

King Gillette Ranch
26800 West Mulholland Highway
Calabasas, CA 91302

SITE DESCRIPTION

King Gillette Ranch is a 588-acre property located in western Los Angeles County, in the heart of the Santa Monica Mountains. The property can be accessed directly off Mulholland Highway, just to the east of Las Virgenes Road. The park is the center of the Santa Monica Mountains National Recreation Area (SMMNRA) and is jointly operated by the National Park Service (NPS), California State Parks, Santa Monica Mountains Conservancy (SMMC), and the Mountains Recreation and Conservation Authority (MRCA). The SMMNRA includes 153,250 acres and serves over 500,000 visitors each year. The SMMNRA currently has a Visitor Center in Thousand Oaks.

The landscape at King Gillette Ranch is characterized by relatively flat oak-ringed meadowlands, valley oak savannah, coastal sage scrub, chaparral, and rolling hills. In addition to spectacular natural resources, the park contains highly significant identified cultural resources. The property's history dates back to early use by the Chumash people, but the most architecturally significant era began with the purchase and development of the property in 1926 by King Camp Gillette, founder of the Gillette Company. Gillette commissioned California architect Wallace Neff to design his estate. Further improvements were undertaken by the subsequent owner, director Clarence Brown, from 1935-1952. Nine structures from the Gillette-Brown era still exist on the property.

Additional information about the SMMNRA may be found at www.nps.gov/samo. Information about King Gillette Ranch may be found at www.lamountains.com.

PROJECT HISTORY

In 2005, three agencies and numerous organizations and individuals pooled \$35 million to purchase this 588-acre site as the primary visitor center and interagency headquarters for SMMNRA. The buildings were leased back to Soka University until July 2007 when the University vacated the property and it was opened as a public park. Since then the park has been managed by the MRCA under the direction of an interagency Steering Committee. In October 2008 the Steering Committee initiated public scoping for a Design Concept Plan for the entire site. This land use plan and its accompanying Initial Study and Environmental Analysis (combined CEQA/NEPA document) is being developed under separate contract with the MRCA. In order to complete the environmental analysis of the preferred alternative which includes a visitor center either in the stable building or in the vicinity of the stable building near the park entrance, the schematic design including exhibits for the visitor center and associated parking, restroom and trailhead features is needed.

PROJECT DESCRIPTION

The project consists of converting an existing 6,900-SF stable, 9,300-SF courtyard, and associated site at King Gillette Ranch, Calabasas into an Interagency Visitor Center for the Santa Monica Mountains National Recreation Area capable of serving several hundred users on a daily basis (up to 97 people inside at one time).

The stable building was designed in 1928 by Wallace Neff. It was constructed of adoblar bricks by Fritz Ruppel under Neff's direction in 1929. It is a L-shaped structure with a round 2-story tower flanked by single story wings. A wood-frame single story addition behind the tower connects the two wings. A low wall of adoblar brick defines the courtyard in front. The stable is the first building encountered from the vehicular entrance on Mulholland.

Much of the original building remains but substantial changes to the building by subsequent owners have compromised the integrity and stability of the structure. As is, the building does not qualify for the National Register of Historic Places; however this does not preclude the partner agencies from seeking a future National Register designation for this building if changes to the building as part of this contract enhance the integrity of the structure. Nor does this mean that the Consultant will be required to follow the Secretary of Interior's *Standards for the Treatment of Historic Properties*, although this approach may be preferred depending on overall cost and benefit of this approach for the visitor experience at the Visitor Center.

An Inventory and Condition Assessment conducted in 2006 describes the stables as being in "poor condition", which may be a generous assessment. The building contains damage to the roof, exterior walls, interior walls, flooring and rafters, and is prone to flooding. The condition of site utilities are unknown, but believed to be in poor condition. There are municipal water, sewer, electrical, and communication service connections in close proximity to the project site. In its current condition, it is not eligible for individual listing on the National Register, however it does contribute to the park's historic character and significance.

The MRCA desires to convert the stable and courtyard (and associated site area) into a new public Visitor Center for the Santa Monica Mountains National Recreation Area that will reflect the historic significance of the property and Wallace Neff's architectural design. Consultant may consider adjacent buildings within the visitor center area for exhibit or education programs functions. These outbuildings include the print shop, nursery area, and White house and garage.

The Visitor Center will serve as the main information and interpretive center for the SMMNRA including state park units, national park sites, and conservancy lands. A LEED rating of "Gold" or "Platinum" is desired and the agencies would like to achieve "net zero" energy consumption through use of appropriate energy generation and conservation practices. The visitor center shall be a demonstration of green practices and shall teach visitors, in part, ways they can reduce carbon emissions and achieve greater energy and resource conservation.

At a minimum, the Visitor Center will include the following ADA accessible spaces:

- Exhibit Area
- Interpretive Exhibits
- Sales Area
- Information Desk
- Open Gallery
- Audio-Visual Facility
- Office/Storage
- Public restrooms
- Courtyard suitable for special events
- Parking/paths of travel
- Van/bus drop off

Exhibit design is part of this contract and will include overall exhibit planning and design for the new exhibits, including the planning and design of all exhibit structures, graphic layouts, audiovisual elements, interactive elements, artwork, artifacts, and lighting. Work includes coordination with the staff and partners of the SMMNRA. The exhibit design is expected to influence the building design and interior configuration. The completed project should present a unified visitor experience. Building design and exhibit design elements should be thematically and visually linked. The overall desire for the architecture and exhibit work is to create an experience where the entire environment, from the restrooms to the grounds and exhibits, makes the visitor feel that they are in a unique place—the Santa Monica Mountains.

The visitor experience and exhibit components will be defined during a design charrette in June 2009. Appropriate representation of the consultant team is expected to participate in the design charrette. Although this RFP does not include funds for exhibit fabrication, there is optional work to build the exhibits when funds become available. For details on the exhibit design portion of this RFP, see Attachment 5, Scope of Work for Exhibit Design Consultant. Architectural and engineering requirements for exhibit spaces will be defined prior to the start of preliminary design for the building.

The design must conform to the current California Building Code and applicable federal standards, including ADA. Permit(s) will be issued from the County of Los Angeles. Environmental compliance, including CEQA and NEPA, will be undertaken by the owner. The consultant will be responsible for obtaining as-builts, topographic survey, and geotechnical investigation.

The budget range for construction is estimated at \$7-8,000,000 for gross construction including green energy upgrades such as photo-voltaic panels, and exhibit fabrication and installation.

SCOPE OF WORK TASKS

The consultant team will provide full services, from programming to construction administration. Exhibit Consultant shall provide planning and design services for interpretive exhibits, including detailed treatments and specifications for multimedia, interactives, and new artwork; production-ready graphic files; image acquisition is included as an option. Narratives, budgets, and schedules should be subdivided according to the tasks as listed here.

- 1) Programming and Site Analysis
- 2) Preliminary/Schematic Plans and Value Analysis
- 3) Design Development
- 4) Working Drawings / Construction Documents
- 5) Exhibit Design (from pre-design through to exhibit production documents)
 - a. Pre-Design
 - b. Schematic Design I and II
 - c. Exhibit Design
 - d. Scope of Work for Exhibit Fabrication
- 6) Final Plans and plan check approval
- 7) Construction Administration

Specific definitions and assumptions for the work and deliverables associated with each phase are described in Attachments 4 and 5.

**Santa Monica Mountains National Recreation Area
Visitor Center, King Gillette Ranch**

Attachment 2 – Proposal Requirements

PROJECT TEAM

Consultant Team should include a California-licensed Architect; an Engineering team to include Structural, Mechanical/Plumbing and Electrical; a Site Design team with Landscape Architect, Irrigation Designer, and/or Civil Engineer as needed; and an Exhibit Consultant team to design and fabricate the interpretive exhibits. Expertise in both historic preservation and LEED accreditation is preferred. Exhibit Consultant must include expertise in Interpretive Planning and Exhibit Design.

REQUIRED PROPOSAL COMPONENTS

RFP responses should be organized by the following:

Section 1: Project Understanding

Proposal narrative should be limited to ten pages or fewer. Describe the proposed approach to the project, including vision, project management, and design process. For the exhibit design portion, firms are expected to provide a detailed scope of work including detailed plans of how objectives for visitor experience and exhibits will be met, evaluation plans (to ensure objectives are met), creative processes to engage stakeholders, and a timeline of critical deadlines.

Section 2: Qualifications and Background

Submit the following for lead firm, sub-consultants, and exhibit team:

- Name, address, and brief history of firm
- Examples of three relevant projects on which the firm has performed during the last five years. For each project, include the client's contact information and the scope of work performed.

Sub-consultants and exhibit team require MRCA approval.

Provide the following information for lead firm and lead exhibit consultant:

- List of names and contact information for clients for which services were performed in the last five years
- Samples of the services performed including the scope and cost
- Disclosure of any actions taken against the professional
- A statement of change order(s) to plans or specifications or projects for which services were provided and the reason for the change order(s).

Section 3: Project Team

Provide project team organization chart and describe background, roles and responsibilities of key team members. Provide information on MBE/WBE/OBE involvement. Provide resumes of those who will actually work on the project in the Appendix.

Section 4: Fee Proposal

Submit a cost estimate subdivided by the tasks described in Attachment 1, subdivided as necessary. Fees should be supported by a detailed spreadsheet showing the number of hours projected for each team member for each task. Proposal should also include schedules of hourly rates for lead firm and all sub-consultants including exhibit designers. In addition to

detailed spreadsheet, submit Attachment 7, Fee Proposal Summary. List assumptions associated with all cost calculations. List MBE, WBE and OBE participation as a percentage for each task.

Section 5: Schedule/Timeline

Submit a project schedule incorporating A/E milestones with the completion of each task described in Attachment 1, subdivided as necessary. Incorporate Exhibit milestones listed in Attachment 5. The start date for the schedule/timeline should be June 2, 2009.

Appendix

Firms have the option of submitting up to five pages of additional material that would be useful and applicable to this project. Include resumes here.

EVALUATION

Proposals will be evaluated for the following criteria:

- Experience and technical competence of the project team members
- Evidence of competent design work planning attractive and functional public spaces
- Value offered considering cost in comparison to capabilities and experience of the project team
- Experience, qualifications and availability of key personnel
- Experience completing LEED certified projects
- Expertise in historic preservation
- Capability to meet schedule and budget constraints
- Capability of the project team to provide the scope of work
- Specific experience and performance on past projects
- Recommendations of prior clients

The information provided in response to the above proposal requirements will be the basis for evaluation of proposals. Failure to provide this information, or the inclusion of any conditions, limitations, or misrepresentations may adversely affect the evaluation of your proposal. The selection committee will include representatives from the National Park Service, California State Parks, and the Santa Monica Mountains Conservancy as well as MRCA. The Executive Officer of the MRCA reserves the right not to award any contract if no proposal is acceptable.

**Santa Monica Mountains National Recreation Area
Visitor Center, King Gillette Ranch**

Attachment 3 – RFP Schedule

1. RFP issued03/25/09
2. Optional site visit.....04/07/09 2:00 PM
3. Written questions due04/13/09 (email to: bids@mrca.ca.gov)
4. Response to all questions posted04/16/09 5:00 PM: www.mrca.ca.gov/projectlisting.html
5. Proposals due04/23/09 4:00 PM

The following dates are tentative and may be revised without notice:

6. Selection of firms for interview04/30/09
7. Interviews.....week of 05/04/09 to 05/08/09
8. Final selection05/15/09

**Santa Monica Mountains National Recreation Area
Visitor Center, King Gillette Ranch**

Attachment 4 – Scope of Work for Architecture/Engineering Consultant

A. Programming and Site Analysis

CONSULTANT shall perform all necessary services to identify conditions that may affect Project, and complete all research necessary to begin design. MRCA will provide program and design requirements and guidelines.

1. CONSULTANT shall collect relevant background information related to the site, including as applicable, topographic survey, photographs (new and historic), base plans, and aerial photography. MRCA will provide copies of existing assessments and historical data. A site inventory to document existing conditions of the Project site shall be performed. CONSULTANT is responsible for obtaining as-builts, topographic surveys, and geotechnical investigations.
2. CONSULTANT shall conduct an analysis of building conditions, including structural elements, utilities, and mechanical systems. CONSULTANT shall assess the capability of the site to accommodate the proposed Project program, and shall prepare a summary of required elements that are not part of MRCA's project description.
3. CONSULTANT shall conduct an analysis of site conditions, including slope, drainage, existing structures, vegetative cover, views, circulation, utilities, and off-site factors. CONSULTANT shall assess the capability of the site to accommodate the proposed Project program.
4. Analysis of the MRCA's proposed program for the Project, including regulatory requirements, computation of required floor, parking, yard and other areas necessary to the proposed uses, and identification of conflicts within the MRCA's proposed program for the Project. CONSULTANT shall evaluate the feasibility of the proposed construction budget.

Deliverables: Report of site, building, and program analyses, and conclusions regarding feasibility and budget constraints. Copies of topographic surveys, geotechnical reports, building condition assessment, as-built drawings, and other background materials.

B. Preliminary / Schematic Plans and Value Analysis

CONSULTANT shall perform all necessary services required to prepare Preliminary /Schematic Plans for the project, to plan the various requirements of occupancy, and to illustrate the proposed design features of the Project.

1. The Preliminaries/ Schematics shall include at least the following:
 - a) Concept drawings illustrating arrangement of the various uses, major site elements, approximate floor areas, circulation, parking, space layout, and other major elements as appropriate. At least three alternate schemes shall be submitted and presented to MRCA. Upon selection of preferred alternative by MRCA, the Schematic Plans shall be further developed.

- b) A Value Analysis (VA) of alternatives shall be performed to ensure MRCA receives “best value” recommendations for major design components. MRCA shall provide guidelines for preparing the Value Analysis. The VA shall also include a LEED checklist for each alternative.
 - c) A Class C Construction Cost Estimate for each scheme.
3. CONSULTANT shall prepare a schedule outlining all activities required to build the Project and the estimated time required to complete them, including milestones and required review periods.
 4. CONSULTANT shall prepare digital slides that summarize the preliminary design and value analysis findings, including the following illustrations: Existing Conditions, Site Plan, Floor Plan(s), Elevations, Building and Site Sections. Slides will be used for presentation to the NPS Development Advisory Board.
 5. MRCA and NPS shall present the preliminary design and value analysis findings to the NPS Development Advisory Board. CONSULTANT shall evaluate and respond to comments submitted by the Development Advisory Board.

Deliverables: Three preliminary schemes with elements described above, preliminary schedule, digital presentation materials.

C. Design Development Plans

CONSULTANT shall perform all necessary services required to prepare Design Development Plans for the Project to plan the various requirements of occupancy and to illustrate the proposed project in sufficient detail to cover all matters that will materially affect the cost of the Project and all essential operational requirements of the MRCA. Any major deviations from the approved Preliminaries/Schematics will require written authorization by the MRCA. It is the responsibility of the CONSULTANT to notify the MRCA in writing prior to proceeding with Design Development Plans if in CONSULTANT’S opinion the modifications requested by the MRCA or any other modifications will materially affect the construction cost estimate or schedule. Design Development plans shall include at least the following:

1. Drawings illustrating floor area relationship, the various requirements of different occupancies, elevations, sections, and architectural, structural, civil, mechanical, electrical, landscaping and other design aspects.
2. A Class B Construction Cost Estimate.
3. A colored perspective rendering of the Project at a minimum size of 24" x 24".
4. Materials samples of all finishes (paint colors, flooring, partitions, surfaces, etc.) and cut sheets for all fixtures and prefabricated elements. Material samples shall be of adequate size to evaluate texture, color, and other properties.

Deliverables: 50% plans, 100% plans, cost estimate, rendering, samples.

D. Working Drawings / Construction Documents

CONSULTANT shall perform all necessary services required to prepare all necessary Architectural, Structural, Mechanical, Civil, Plumbing, Heating, Ventilating, Electrical, Grading, Irrigation and Landscaping (as applicable) plans, details, drawings and specifications. Any major deviations from the approved Design Development Plans will require written authorization by the MRCA. It is the responsibility of the CONSULTANT to notify the MRCA in writing prior to proceeding with Working Drawings/Construction Documents if in CONSULTANT'S opinion the modifications requested by the MRCA or any other modifications will materially affect the construction cost estimate or schedule. Working Drawings/Construction Documents shall include at least the following:

1. Complete preparation of Working Drawings / Construction Documents, Computations and Specifications (in CSI format), in accordance with approved Design Development Plans except for any modifications authorized in writing by MRCA, including necessary drawings in sufficient detail to provide adequate information for accurate minimum bids. Working drawings shall be prepared in AutoCAD format.
2. A detailed Class A Construction Cost Estimate.
3. Complete checking and coordination of all Architectural, Structural, Civil, Landscape, Mechanical, and Electrical drawings, details, and all BMP plans and details, as applicable.
4. During preparation of the Working Drawings/Construction Documents, CONSULTANT shall notify MRCA when work is approximately 50% complete, and again at 90% complete. At both 50% and 90%, the work will be reviewed by MRCA staff for compliance with previously approved plans, clarity, and adequacy as both a technical drawing and for use as a public document. CONSULTANT shall not proceed with further preparation of the Working Drawings/ Construction Documents until such approval has been given.
5. Correction of the Working Drawings and Specifications as required by MRCA following the 50% and/or 90% review.
6. The preparation of any information required to obtain County authority to begin construction, as is customarily provided.

Deliverables: 50% Construction plans, 90% Construction plans, cost estimate.

E. Final Plans and Plan Check Approval

CONSULTANT shall perform all necessary services to provide Final Plans, Final Estimated Cost of Construction and Specifications necessary for construction of the Project. The Final Plans shall include all of the following:

1. Plan Check Review and corrections of the Working Drawings/ Construction Documents and Specifications as required for compliance with applicable codes for electrical, mechanical, plumbing, grading, hardscaping, ADA, and all other items for which the CONSULTANT normally obtains plan check.

2. Coordination and complete checking of Architectural, Structural, Civil, Mechanical, Electrical, Landscape, BMP plans, and all other drawings and specifications to assure proper relative provisions for all classes of construction and to obviate conflicting features of construction or installation.
3. It is CONSULTANT'S responsibility to have the Final Plans and Specifications reviewed and approved by all agencies of jurisdiction. This may include, but is not limited to, the County of Los Angeles, utility providers including water, power, sanitation, telephone, gas, and other agencies which have jurisdiction over the Project. CONSULTANT shall complete revisions of design, Working Drawings/Construction Drawings, computations and Specifications as necessary to comply with the requirements of said agencies.
4. Revised Class A Construction Cost Estimate. CONSULTANT shall advise the MRCA of any adjustments to the Final Cost Estimate due to changes in the Project, unanticipated conditions in existing facilities, or plan check requirements.

Deliverables: 100% Construction plans with approvals, final specifications, revised cost estimate.

F. Construction Administration and Bid Services

The General Contractor or MRCA will pull the permit.

During the period of construction of the project, the CONSULTANT shall:

1. Respond to bidder questions, attend one job walk-through with bidders, and assist MRCA with bid evaluation.
2. Issue clarified information, dimensions, details, and drawings and necessary to the Contractor, and respond to Requests For Information (RFI) prepared by the Contractor.
3. Check and approve all shop drawings and submittals submitted by the General Contractor, indicating thereon all errors, omissions and deviations from the Final Plans and Specifications and required corrections.
4. Witness and report on all customary special performance tests required.
5. Attend regular coordination meetings to ensure construction does not deviate from the Final Plans and Specifications.
6. Provide a final walk-through and punch list of correction.
7. Review and advise MRCA on approval of the General Contractor's invoice submittals.

**Santa Monica Mountains National Recreation Area
Visitor Center, King Gillette Ranch**

Attachment 5 – Scope of Work for Exhibit Design Consultant

INTERPRETIVE OBJECTIVES

The Interagency Visitor Center will serve as the main information and interpretive center for the SMMNRA including state park units, national park sites, and conservancy lands. The Visitor Center architecture, exhibits, and grounds should combine seamlessly to serve three purposes: orientation to the site (King Gillette Ranch), orientation to SMMNRA as a whole, and interpretation of the combined themes of the participating agencies (NPS, California State Parks, Santa Monica Mountains Conservancy, and MRCA). The completed project should present a unified visitor experience. Building design and exhibit design elements should be thematically and visually linked. Details on the visitor center space, exhibits, and themes are provided in the Statement of Objectives and Attachment 6.

DESIRED VISITOR EXPERIENCE

A wide range of visitors may use this site including but not limited to, tour groups, school groups, community groups, inner city audiences, outdoor recreation enthusiasts. All visitors should feel welcome and surrounded by the unique qualities of the Santa Monica Mountains. The entire complex from signage to architecture to grounds; interior and exterior exhibits should be thematically linked. Visitors approaching the center should realize that they are arriving at a place of welcome to the Santa Monica Mountains. The exhibits should be interactive, multi-cultural – including bilingual components (English/Spanish), reflective of a central theme and subthemes, durable, and accessible to a wide range of audiences and physical abilities. All design elements must meet ADA requirements.

CRITICAL DEADLINES AND PROCESS CLARIFICATION

Critical Deadlines:

The first week of June 2009 has been allocated for a design charrette-type process. Exhibit schematic phase I plans must be received by mid to late June. Exhibit schematic design phase II plans must be received by September 8, 2009. Class B cost estimate for exhibit production must be received by September 8, 2009.

Process Clarification:

This document is an attachment to an RFP for a design team that includes both architecture/engineering firm and exhibit design specialists. The exhibit design portion of the project will start with theme and subtheme crafting and continue all the way through production documents and a scope of work for the exhibit fabrication. This current contract will NOT include exhibit production. The budget for exhibit design work in this contract is combined with the A/E design work. The funds provided in the current contract are separate from the exhibit fabrication budget, expected to be up to \$2.5 million. All exhibits designed in this current contract should have a fabrication budget that falls within this range.

For the exhibit design portion of the RFP, bidders must provide a scope of work including detailed plans of how they would meet the desired visitor experience and exhibit objectives. Included in this scope of work should also be plans for evaluation (to ensure objectives are met), creative processes to engage all of the stakeholders, and a timeline showing when critical deadlines will be met.

PURPOSE

The purpose of this contract is to provide all design services, including comprehensive research and information necessary for exhibit development, planning, design, and production documents, for new exhibits and custom furnishings (e.g. Visitor Information Desk) for a new Interagency Visitor Center for the Santa Monica Mountains National Recreation Area at King Gillette Ranch. This interagency Visitor Center will be managed cooperatively by the National Park Service, California State Parks, the Santa Monica Mountains Conservancy and the Mountains Recreation and Conservation Authority. It will be the primary visitor center for the cooperatively managed National Recreation Area, replacing a GSA-leased facility in Thousand Oaks, California.

Work also includes coordination with an interagency interpretive team as well as coordination with the lead Consultant for A/E to integrate the exhibition design and production with the architectural space in which the exhibits will be located. Key interpretive personnel for each agency are: Chief of Interpretation, Santa Monica Mountains NRA; Deputy Executive Officer, MRCA; and Interpretive Specialist, California State Parks.

STATEMENT OF OBJECTIVES

The Exhibit Consultant shall provide all exhibit design services including labor, materials, equipment, facilities, and travel (except as otherwise specified) necessary for the development of interpretive exhibits. Included in the overall design work of this project (either by lead A/E firm or Exhibit Consultant) are a sales area, a multi-purpose media room, an entrance/orientation lobby, a small office area, storage area, and outdoor exhibit space/grounds space. For details on the square footage of these areas see the facilities model attachment, Attachment 8.

The overall desire for the architecture and exhibit work is to create an experience where the entire environment, from the restrooms to the grounds and exhibits, makes the visitor feel that they are in a unique place—the Santa Monica Mountains. The exhibits must be engaging, hands-on, interactive, welcoming to people of a wide variety of ages and backgrounds, multi-cultural, innovative, reflective of the park themes, and must follow all legal guidelines appropriate to the participating agencies.

I. Requirements for the Completed Project

The completed project should present a unified visitor experience. Building design and exhibit design elements should be thematically linked visually. Exhibits and design elements should reflect the agencies' themes and subthemes (see below), be innovative, hands-on, welcoming to multiple user groups, incorporate green building practices, and follow all applicable laws and agency guidance (e.g. ADA).

Requirements of the completed project include but are not limited to:

- Define a process for including input from all agencies. This can be a design charrette or some other process that will solicit input from multiple agency stakeholders. The first week of June has been reserved for staff participation in this process.
- Deliver a minimum of three (3) exhibit schematic phase I plan alternatives by June 19, 2009.
- Complete an inter-agency Value Analysis of exhibit schematic phase I alternatives by July 29, 2009 resulting in selection of preferred exhibit design concept alternative with cost estimates.

- Deliver Exhibit schematic phase II plans by September 8, 2009.
- Deliver Class B estimate of exhibit fabrication costs by September 8, 2009.
- Deliver Exhibit construction documents including any necessary copyright permission and detailed exhibit fabrication scope of work by end of December 2009.
- Deliver an evaluation methodology that solicits input from stakeholders and ensures exhibit objectives are met. Evaluation methodology must include formative evaluation at the design concept stage and evaluation at the design development stage. Front-end and formative evaluations are required. Summative evaluation is optional.
- Exhibits should be designed to fit within a primary exhibit space of 900 square feet but exhibit designers should define visitor experience zones, including outdoor interpretative spaces (more details on exhibits below).
- Estimated exhibit fabrication costs should be a maximum of \$2.5 million.
- Exhibits should be interactive, multi-cultural, innovative, incorporate green building practices, reflective of themes, include changeable exhibit space, include community usable space, be durable, and follow all applicable laws, regulations, and guidance.
- It is anticipated that exhibits will be moderately complex and include a mix of simple exhibit presentation and construction techniques, with the addition of one or more complex elements. Common elements include AV and multimedia presentations, computer interactives, mechanical or electrical interactives, sensitive artifacts in conservation-grade cases, original artwork, topographic / relief maps, etc.
- All other products outlined in the Scope of Work (Section IV).

II. The Space and the Exhibits

The Space: The formal exhibit space is anticipated to be approximately 900 square feet. Additional space for exhibits, artifacts, or theme elements could be displayed in visitor lobby, outdoor areas, sales areas, restrooms, multi-purpose media room, parking lot, etc. The NPS Facility Model, January 2009 (Attachment 8) provides recommended square footage for the sales area, exhibits, offices, etc and can be used as guidance. Exhibit Consultant may consider adjacent buildings within the visitor center area for exhibit or education programs functions. These outbuildings include the print shop, nursery area, and White house and garage. Every effort should be made to incorporate both indoor and outdoor spaces into the exhibit design. Every effort should be made to preserve and incorporate the interior and exterior historic character of the building and its features in the exhibits and interpretive themes.

Interpretive Themes: The main theme of the visitor center has not yet been selected. Part of the responsibility of the Exhibit Consultant will be to work with agency staff to select a central theme, subthemes and storylines. Exhibit Consultant is expected to participate in the creative process and to help craft the themes and how they are told using exhibits, landscaping, and design elements. Examples of themes and storylines are provided in Attachment 6.

Exhibits: Exhibits should be engaging, fun, educational, and appealing to a wide audience of diverse ages and ethnicities. It is anticipated that the majority of exhibits will be interactive. Potential examples of exhibits include low-tech touchable objects, tactile models, interactive rotating and flip panels, video alcoves, interactive maps, cell phone stations, video booths for visitors can share experiences and impressions, and flip books to engage visitors of all ages. A

small collection of artifacts is available that may be relevant and usable but it is not anticipated that any of the exhibits will be designed around artifacts in our collections.

For further information on typical NPS visitor center exhibits, please look at some of the park sites at www.nps.gov and review the Harpers Ferry Center website at www.hfc.nps.gov. We would like to stress that the themes should be incorporated into the design of the entire project including architecture, building fixtures and landscaping. Places like the Sonora Desert Museum and the Monterey Bay Aquarium provide excellent examples of this kind of integrated design. We would also like to see the use of green design principles and recycled materials in the exhibit designs if at all possible. For an example of a fun use of recycled materials in an interactive exhibit that appeals to all ages and multiple ethnicities see the Noah's Ark Exhibit at the Skirball museum in Los Angeles.

III. Production Budget

The contractor shall design to a production budget not to exceed \$2.5 million for the production of exhibits designed as part of this project. This fabrication budget shall include all costs associated with the following work:

- Pre-Production, Production, Installation, and Closeout & Warranty phases of work.
- Acquisition and preparation of artifacts used in the exhibit.
- Production of original audiovisual and electronic interactive programs.
- Production of original artwork including, but not limited to, illustrations, maps, and photographs.
- Acquisition of all pre-existing images required for the exhibition, including use-rights for the life of the exhibition.
- Production or acquisition of all custom elements including, but not limited to, natural history models, taxidermy, reproduction furnishings, topographic maps, architectural models, sculpted or cast human figures, custom electronic elements, specialty lighting, mechanical and electromechanical devices.
- Any special architectural features or design elements not fabricated in this current contract as part of the A/E portion must be included in the production cost estimate and production documents for the exhibits and must be included within the budget, e.g., the information desk and sales area fixtures and exhibit lighting.
- The target fabrication budget does not include costs associated with the following work: Pre-Design, Schematic Design, and Design Development phases of work. These items are included in the current project budget.

IV. Task Definitions and Assumptions – Exhibit Consultant

DELIVERABLES: All deliverables shall be submitted as three (3) printed copies and one (1) PDF electronic copy.

A. Project Management

CONSULTANT shall closely coordinate all work as specified in this section with the A/E Consultant and MRCA.

B. Pre-Design Planning

CONSULTANT shall gain a clear understanding of the project's history, the park's resources, and the roles of other project team members and stakeholders. Work in this phase focuses on preparing a solid foundation for all work that follows, ensuring that the project is logically structured, and its goals are understood and realistically attainable within the budget, schedule, and other specified parameters. All work as specified in this section of the contract is included, except as noted in the following additions, deletions, and clarifications:

1. The Exhibit Project Manager, Senior Exhibit Designer, and Exhibit Planner shall travel to King Gillette Ranch for a minimum of two working days for post-award and initial project meeting and to conduct the exhibit planning and design workshop.
2. CONSULTANT shall submit the report on the exhibit planning and design workshop (Design Charette) to MRCA for review and approval.
3. CONSULTANT shall resolve all comments and resubmit revised report to MRCA.

C. Schematic Design

Work in this phase is organized into two sub-phases: Schematic I and Schematic II. Schematic I includes: development of several alternative schemes for organizing both interpretive content and physical layout of the exhibits; produce Class B production estimates and life-cycle cost estimates for the alternatives; and conduct inter-agency Value Analysis of schematic I alternatives. Schematic II includes: development of a preferred alternative; major stories, exhibit elements, and presentation techniques are illustrated and described; and produce Class B production estimates and life-cycle cost estimates for the alternative. All work as specified in this section of the contract is included, except as noted in the following additions, deletions, and clarifications:

1. CONSULTANT shall travel to present the Schematic Plan.
2. CONSULTANT shall provide the Schematic I and Schematic II Design which includes the Value Analysis Report and Class B estimates to MRCA for review and approval.
3. CONSULTANT shall resolve all comments and resubmit the revised Schematic Design to MRCA.
4. CONSULTANT shall conduct front-end evaluation with interagency staff and community groups and produce a Report of Findings, which shall be submitted to MRCA.

D. Exhibit Design

Work in this phase builds on the Schematic Design phase. The emphasis is on confirming all major details of the design, and also includes continued content planning. It focuses on developing all interpretive content in detail, with continued design refinement to insure effective presentation of the content within the exhibit.

1. The products in this phase include:
 - a) Comprehensive exhibit design drawings for all individual exhibits.
 - b) Production-ready digital graphic layouts.
 - c) Proposed material, finish, and color selections.

- d) Lighting plan.
 - e) Preparing and submitting updated Class B production estimates and life-cycle cost estimates.
 - f) Acquisition of all pre-existing images required for the exhibition, including use-rights for the life of the exhibition.
2. CONSULTANT shall conduct a formative evaluation this includes evaluating components of the exhibits that depend on visitor interaction. The components shall be constructed to test visitor experience for both interpretation and functioning.
 3. CONSULTANT shall travel to present the Exhibit Design Plan.
 4. CONSULTANT shall provide the Exhibit Design Plan to MRCA for review and approval.
 5. CONSULTANT shall resolve all comments and resubmit the revised Exhibit Design Plan to MRCA.
 6. CONSULTANT shall conduct formative evaluation with interagency staff and community groups and produce a Report of Findings, which shall be submitted to MRCA.

E. Scope of Work for Exhibit Fabrication

CONSULTANT shall produce a detailed Scope of Work for Exhibit Fabrication including: fabrication drawings; installation plan; exhibit floor plan; Class A production estimates and life-cycle cost estimates, shipping and installation costs. All work as specified in this section of the contract is included, except as noted in the following additions, deletions, and clarifications:

1. CONSULTANT shall provide the Scope of Work for the Exhibit Fabrication to MRCA for review and approval.
2. CONSULTANT shall resolve all comments and resubmit the revised Scope of Work for the Exhibit Fabrication to MRCA for review and approval.

V. TIME FOR COMPLETION AND REVIEW AND APPROVAL

The RFP closes on April 23, 2009 and all work for the exhibit design component should adhere to the following schedule. All work for this contract, including review and approval, shall be completed on or before January 31, 2010. The following schedule is tentative with hard deadlines shown in bold. Non-bolded dates can be adjusted by lead A/E Consultant or Exhibit Consultant to meet project needs. The MRCA will notify the contractor, in writing, of approval or rejection of the work in accordance with the following schedule:

DESCRIPTION	DUE DATE	APPROVAL (CALENDAR DAYS)
A. Travel to site and submission of all documents and materials required in Pre-Design Planning, Items 1 and 2. Conduct design charette-type process during the week of 6/1-6/3/2009	6/4/09	7
B. Submission of all documents and materials required in	6/11/09	14

DESCRIPTION	DUE DATE	APPROVAL (CALENDAR DAYS)
Pre-Design Planning, Item 3.		
C. Submission of all Schematic Design I documents and materials required in Schematic Design, Item 2.	6/19/09	7
D. Conduct Front-End Evaluation and submit report required in Schematic Design, Item 4.	7/27/09	14
E. Participation in Value Analysis and submission of all documents and materials required in Schematic Design, Item 2.	7/29/09	7
F. Submission and presentation of all Schematic Design II documents and materials, Class B cost estimates required in Schematic Design, Items 2 and 3.	9/8/09	14
G. Submission and presentation of all documents and materials required in Exhibit Design, Items 4 and 5.	11/9/09	14
H. Conduct Formative Evaluation and submit report required in Exhibit Design, Item 6.	11/30/09	7
I. Produce detailed Scope of Work for Exhibit Fabrication. Submission of all documents and cost estimates required in Scope of Work for Exhibit Fabrication, Items 1 and 2.	12/21/09	14
K. (optional) Conduct Summative / Remedial Evaluation	1/15/10	7

Any additions or corrections shall be completed and returned to MRCA within seven business days.

VI. RESOURCE INFORMATION

The Exhibit Consultant will be furnished with a resource package. Included in this package will be the following electronic documents:

- Architectural Description (excerpt from 2006 Preliminary Determination of Eligibility) Current Floor Plan
- Original Wallace Neff Elevations and Design Sheets
- Condition Assessment (Bldg 8) 2006
- NPS Facility Model (January 2009)

**Santa Monica Mountains National Recreation Area
Visitor Center, King Gillette Ranch**

Attachment 6 – Interpretive Themes and Storylines

ESCAPE / OPEN SPACE

In a vast expanding urban area, the open space of the Santa Monica Mountains provides an oasis for inspiration and renewal. Topics:

- Educational and recreational opportunities
- Recreational resources
- Diverse, pleasing, natural and cultural landscape
- Opportunities to experience solitude, contemplation and inspiration
- Cultural and environmental responsibility
- Gateway between the urban environment and the natural world

HUMAN USE / CULTURAL

For over 10,000 years, people have shaped the land just as the land has shaped the people. These processes continue today. Topics:

- Records of thousands of years of human interactions with the area
- Tongva / Gabrieleño culture
- Chumash culture and trading networks
- Spanish mission era/ Mexican era rancho history
- Agricultural history of area
- Human spirit and imagination reach beyond geographic limitations
- Industry – film, aerospace, water distribution and transportation
- Global perspective on continuing relationship between land and humans
- Evolving cultural landscape of this region

ECOSYSTEM

The Mediterranean-type ecosystem exists in only five places in the world. In a growing urban environment, Santa Monica Mountains National Recreation Area preserves one of these rapidly diminishing resources. Topics:

- Factors creating the unique Mediterranean-type climate
- Examples of the rare, dynamic, diverse Mediterranean-type ecosystem
- Diversity and relationship of habitats
- Diversity and survival of individual organisms and processes
- Ever changing landscape
- Local and global human impacts
- Preservation for the enjoyment of present and future generations
- National and global significance of Santa Monica Mountains NRA

PRESERVATION THROUGH PARTNERSHIPS

Santa Monica Mountains National Recreation Area is a gateway for discovering America's natural wonders and cultural heritages – and the need to preserve them. Topics:

- An island of parklands buffeted by urban development and challenges
- Need for balance of development and preservation
- Awareness of natural and cultural resources foster environmental ethic

- Challenges from non-compatible activities
- Cooperation between public and private organizations
- Parks enhance the quality of life
- Value of stewardship, responsible development and preservation
- How parks support humans in terms of ecosystem services, clean water, and water purification

Below are four examples of Central Themes, Sub-themes and Storylines from the above list of topics:

EXAMPLE 1

Potential Central Theme: *Climate and geography have converged to create an amazing and rare Mediterranean-type environment in southern California that has fostered a rich and diverse human history over the various stages of time.*

Sub-themes and Storylines:

1. Climate and geography together create a unique Mediterranean-type environment, one of only 5 in the world.
 - From the mountains to the coast, this diverse and still-viable ecosystem needs understanding and protection.
 - This unique biome depends on a healthy watershed and the natural cycle of wildfire.
 - The area's plants and animals have special adaptations and some species require undisturbed habitat to survive a variety of threats.
2. The unique and benevolent natural setting has nurtured and influenced many different human cultures and communities.
 - Native people lived and thrived from ancient times into the 17th century.
 - Waves of immigration by Spanish, Euro-American, and Mexican people repeatedly changed the cultural landscape.
 - As the Los Angeles area grew, these mountains served as a retreat from an increasingly urban environment.
 - King Gillette Ranch in the heart of the Santa Monica Mountains is a microcosm of the rapid changes that marked the 19th and 20th century in southern California.
3. Partnerships between land-managing agencies and many other organizations provide support for the conservation, appreciation and enjoyment of the Santa Monica Mountains.
4. Today the King Gillette Ranch Visitor Center serves as a gateway for people to explore and understand some of the special values of the Santa Monica Mountains, including its ecology, history, and cultures.

EXAMPLE 2

Potential Central Theme: *Diversity permeates the Santa Monica Mountains, from the plants and animals to the visitors and the caretakers of the land, all working together to protect the whole system for generations to come.*

(This theme is the guiding principle by which all interpretive media are weighed against, ensuring that all visitors take away the intended messages reflecting the management vision and the stories inherent in the resource).

Sub-themes and Storylines:

1. Diversity in the ecosystem
 - The level of biodiversity in the Southern California region- one of the top 25 hotspots worldwide makes the open spaces extremely valuable and important.
 - The sustainability of this high level of diversity is dependent upon the continued protection of the native flora and fauna in areas that are not yet developed.
 - The natural biodiversity is threatened by the introduction of non-native invasive species.
 - Increased use of native species in home landscaping can lead to further expansion and protection of the natural ecosystems.
 - All members of the native ecosystems are dependent upon one another for their continued survival.
2. Diversity of the historical users of the land
 - The stewardship over this land has fallen to many different peoples throughout its human history, with many different uses, but they have all led to the protected status so that it can be experienced by the public into the future.
 - The land has been used by a diverse set of peoples, for a diverse set of reasons, but all have ultimately led to its current state as protected open space.
3. There is unity in diversity
 - Preservation of the whole depends on cooperation of all the parts.
 - The site is the confluence of five major tributaries within this watershed, recognizing that by the bringing together of many separated parts, the whole is supported.
 - There are a variety of user groups, each with their own recreational needs and desires, but ultimately working together for a common goal will perpetuate the protection of resource so that it can be enjoyed into the future.

EXAMPLE 3

Potential Central Theme: *There's more to the Santa Monica Mountains than meets the eye.*

Sub-themes and Storylines:

1. The Santa Monica Mountains have a long and storied history.
 - The stories of ancient civilizations are still being discovered.
 - The Santa Monica Mountains have been a gathering place for different groups of people.
 - Ancient routes of travel still exist.
 - Mountain lions have historically lived in this area.
2. There are hidden communities in the Santa Monica Mountains,
 - Mediterranean climate creates a landscape that hides its creatures. Many animals are small and invisible.
 - You're not likely to see a mountain lion because they roam as solitary individuals around huge territories.
 - Chumash and Tongva still live here.
 - Suburban sprawl and developments.
 - Hollywood films throughout mountains.
3. Everything is intimately connected in ways you might not realize.
 - Everything along the watershed affects it.
 - Mountain lions and other animals need to travel to survive.
 - Humans have hidden impacts on the mountain ecology.

- Santa Monica Mountains National Recreation Area is a partnership of agencies working together.
- You can help preserve the Santa Monica Mountains.

EXAMPLE 4

Potential Central Theme: *The gateway to exploring and protecting the unique natural systems and cultural stories of Santa Monica Mountains National Recreation Area*

Sub-themes and Storylines:

1. People of the past and present thrive in the local environment.
 - Chumash and Tongva
 - Spanish and Mexican
 - Stokes
 - Gillette Ranch – King Gillette, Wallace Neff, Clarence Brown, Claretian Brothers Seminary (Catholic), Church Universal and Triumphant, SOKA University, MRCA
2. The Mediterranean Ecosystem is a unique and specialized environment.
 - What makes it unique? (characteristics)
 - Where is the Mediterranean climate found?
 - Adaptations of plants
 - Adaptations of animals
 - Role of fire
3. A myriad of recreational opportunities await everyone who explores Santa Monica Mountains National Recreation Area.
 - Hiking, biking, and horseback riding
 - Camping, swimming, and picnicking
 - Tourism (movie locations/sites)
 - Dog parks/accessible areas
 - Photo opportunities
4. We all play a part in caring for our natural resources.
 - Threats to natural resources
 - “Leave no Trace” and responsible behavior
 - Gardening with native plants
 - Caring for the watershed
 - Volunteering for Restoration projects
 - Ways to take action

**Santa Monica Mountains National Recreation Area
Visitor Center, King Gillette Ranch**

Attachment 7 – Fee Proposal Summary

<u>Task</u>	<u>Amount</u>
Programming and Site Analysis	\$ _____
Preliminary/Schematic Plans and Value Analysis.	\$ _____
Design Development	\$ _____
Working Drawings/ Construction Documents	\$ _____
Exhibit Design	\$ _____
Pre-Design	\$ _____
Schematic Design I and II	\$ _____
Exhibit Design	\$ _____
Scope of Work for Exhibit Fabrication	\$ _____
Final Plans and plan check approval	\$ _____
Construction Administration	\$ _____
 Reimbursables	 \$ _____
 TOTAL FEE PROPOSAL AMOUNT	 \$ _____

The bidder represents and warrants that they, he, she, or the officers, directors, and/or employees of bidder are not related by blood or marriage to any member of the governing boards of the Santa Monica Mountains Conservancy, the Santa Monica Mountains Conservancy Advisory Committee, the Mountains Recreation and Conservation Authority, or any other joint powers authority for which the Santa Monica Mountains Conservancy is a constituent member, or to any officer, director or staff member of any of the aforesaid public agencies. "Related by blood or marriage" is defined as being a parent, child (including step children), sibling, grandparent, grandchild, aunt, uncle, niece, nephew, spouse, domestic partner, father-in-law, mother-in-law, sister-in-law or brother-in-law. The MRCA reserves the right to immediately cancel any contract entered into if it discovers a breach of this warranty and representation. Bidder shall be liable for all damages sustained by the MRCA as a result of the breach.

Authorized Signature: _____

Date: _____

Printed Name: _____

Name of Consultant Firm: _____

**Santa Monica Mountains National Recreation Area
Visitor Center, King Gillette Ranch**

Attachment 8 – NPS Facility Model for Proposed Visitor Center

NPS Facility Planning Model Report

NOTE: Nothing in this report should be published as an Official Report of the NPS Facility Planning Model without Approval by the Office of Construction Program Management

Identification:

Project Title:	SAMO - KGR VC APPROVED
Model:	Visitor Facility
Type of Project:	Rehabilitation
PMIS Number:	121528
Region:	PWRO
Park Name:	Santa Monica Mountains NRA
Your Name:	Margie Steigerwald
Job Title:	Outdoor Recreation Planner
Park Suggested GSF:	6400 gsf
Concurred by (Region):	P Neubacher
Recommended by (WASO, CPM):	6900 GSF +/- 10%
Approved by (DAB):	
Created Date:	12/16/2008 12:10:07 PM
Modified Date:	2/26/2009 8:28:02 AM
Calculator Mode:	Custom Calculator

Comments on this report:

The model benchmarks a need for 6,900 gsf +/- 10% for a visitor center.

It closely matches the overall gross square feet of the existing building under current conditions.

The park has suggested a smaller 6,400 gsf facility as an effort to rehabilitating the structure to its original footprint and restoring its original architectural characters.

Drivers:

Visitation and Staff	<u>Standard Database Drivers</u>	<u>Park-Modified Drivers</u>
Annual Visitation	534,378	-
Projected Annual Visitation	781,486	-
Average Peak Months	10.0%	-
Capture Rate	25.0%	-
Time Spent	0.50 hr	-
Average Peak Visitors in VC at one time	97	-
Total Staff (NPS and Others)	6	
Total Volunteers and Cooperating Associates	5	

Benchmark Calculations:

	<u>A - Core VC with Standard Drivers</u>	<u>B - Core VC with Park Modified Drivers</u>
Public Spaces (NSF, nearest 100)	2,900	
VF Staff Area (NSF, nearest 100)	1,900	
Tare at 30% (nearest 100)	2,100	
Building (GSF, nearest 100)	6,900	
Recommended:		
Area Per Person in Public Spaces (NTE)	30-35	
Percentage of VF Staff Areas (NTE)	SF or 28%	
Percentage of Total Staff Areas (NTE)	SF or 28%	

NPS Park Specific Calculations:

	<u>C - Park Modified VC Spaces with Standard Drivers</u>	<u>D - Park Modified VC Spaces with Park Modified Drivers</u>
Public Spaces (NSF, nearest 100)	3,300	
VF Staff Area (NSF, nearest 100)	1,500	
Tare at 30% (nearest 100)	2,100	
Building (GSF, nearest 100)	6,900	
Site (Acres)	5.10	
Exterior Requirements	1.60	
	Actual:	
Area Per Person in Public Spaces	34	

Area Per Person in Public Spaces	34	
Percentage of VF Staff Areas	22%	
Percentage of Total Staff Areas	22%	
	Recommended:	
Area Per Person in Public Spaces (NTE)	30-35	
Percentage of VF Staff Areas (NTE)	SF or 28%	
Percentage of Total Staff Areas (NTE)	SF or 28%	

Estimated Square Footage Report:

<u>Room Description</u>	<u>C - Park Modified Spaces with Standard Drivers</u>	<u>D - Park Modified Spaces with Park Modified Drivers</u>	<u># Persons</u>	<u># Spaces or Units</u>
Core Visitor Facility				
Public Area: Lobby Spaces				
Information Desk	120	-		1
Lobby/Orientation	495	33		1
Vestibules	140	5		1
Public Area: Exhibit Spaces				
Exhibit Area	900	-		1
Public Area: Theater Spaces				
Audio/Visual Storage	67	-		1
Projection Booth	80	-		1
Multipurpose Room	675	45		1
Public Area: Cooperating Assoc. & Concessionaire				
Interpretive Sales Office	100	-		1
Interpretive Sales Storage	214	-		1
Interpretive Sales	855	-		1
Staff Area: Office Area				
Staff Restrooms	170	2		-
Offices	0	-		1
General Storage	80	6		1
Recycle bins	40	-		4
Staff Lockers	35	5		5
Interpretive Work Area	480	6		1
Staff Break Room	100	4		1
Restrooms				
Family Restrooms	85	-		1
Male/Female Restrooms	350	-		2
<i>Core VF: Net Assignable</i>	4,986			
<i>Tare at 30%</i>	2,137			
<i>Gross Square Feet</i>	7,123			
Park Specific Functions				
Others				
Projection Booth	-80	-		1
Benchmark Space	-100	-		1
<i>Park Specific Functions: Net Assignable</i>	-180			
<i>Tare at 30%</i>	-77			
<i>Gross Square Feet</i>	-257			
Subtotal Building				
<i>Net Assignable (nearest 100)</i>	4,800			
<i>Gross Square Feet (nearest 100)</i>	6,900			
Site				
Parking: Staff Vehicles	3,630	-		11
Bike Racks	60	-		5
Bus Parking	1,530	-		1

Bus Parking	1,330		1
Parking: Recreational Vehicles	1,440	-	2
Parking: Private Vehicles	42,240	-	128
Plaza	5,610	187	1
Informal Interpretive Talk Area	250	25	1
Interpretive Trail	12,000	-	2000
Wayside Exhibits	500	-	20
Interpretive Trail Improvements	1,200	-	200
Wayside Exhibit Improvements	50	-	2
Acres	5.10		
Site Access			
Site Access (Miles), resurface, paved	0.2	-	-
Physical and Environmental Constraints			
Environmental	1.12	-	-
Soils	1.25	-	-
Slope	1.25	-	-
Archaeology	1.12	-	-

Definitions:

GSF- Gross Square Feet
NASF- Net Assignable Square Feet
NSF- Net Square Feet
NTE- Not to exceed
Tare (for buildings)- Corridors, walls, mechanical, electrical, vertical shafts, vertical circulation, janitor closets, etc.

Additional Responses:

What Makes This Facility Unique

The other facilities are small, out of the way, run by volunteers and have minimal hours of operation (a few hours a week). This facility is located in the center of the park on a main through road and will be the centerpiece of the park's interpretive program. It will be a destination visitor center.

Other Spaces

Projection Booth -80 nsf
Benchmark Space -100 nsf

Unusual Functions Noted by Facility Calculator

Wayside Exhibit Improvements.
Interpretive Trail Improvements.
Wayside Exhibits: additional space generated.
Interpretive Trail: additional space generated.
Informal Interpretive Area: Additional Space Generated.
Other Spaces: additional space added.
Change in Theater Size.

Justification of Unusual Functions

Wayside Exhibit Improvements: Site orientation and trailhead information is needed in a parking lot wayside for those who may not want to come into the Visitor Center.
Interpretive Trail Improvements: A self-guided accessible trail beginning at the visitor center is envisioned.
Wayside Exhibits: Wayside exhibits will be incorporated along new interpretive trail.
Interpretive Trail: Additional interpretive trail segment will be added to connect the trailhead to the existing trail system passing near the site.
Informal Interpretive Area: A shaded gathering place for interpretive and school programs is needed just outside of the visitor center area.
Other Spaces: Deductions in square footage for projection room (new A/V equipment does not require projection room) and overall to meet the benchmark space.
Change in Theater Size: Seating for one full bus load of 45 people at one time (school children arrived in 2 busloads) is required to meet the operational needs of daily educational program.

Environmental Costs

Environmental Costs
Sustainable Design

20%
Additional study required for sustainable design costs.

Additional Costs

Interpretive film costs

Additional study required for exhibit costs.
\$
Additional study required for interpretive film.